



DEPARTURE GUIDE

SEATTLE

Welcome to Kaplan International Languages. This guide will help you make the most of your chosen course and will give you useful information that you can refer to during your stay. Disclaimer: All the information on this departure guide is for reference. Please contact your advisor for the latest information.

ADDRESS:

51 University St, Ste 300, Seattle, WA, 98101

PHONE:

1 (206) 985-9636

FAX:

N/A

EMERGENCY CONTACT:

1 (800) 678-8703

SCHOOL DIRECTOR:

Jillian Nelson

ACCREDITATIONS AND MEMBERSHIPS

This Kaplan International Language school is accredited by ACCET (Accrediting Council for Continuing Education and Training).





BEFORE YOU LEAVE

Here are some important things you need to know to make your arrival as smooth as possible. Use our checklist to ensure you don't forget anything and are prepared for the exciting times ahead.



POCKET MONEY

Recommend weekly budget: \$350. This should cover expenses, laundry, local travel and activities. You will need additional money if you want to take weekend trips. Bring \$150 with you in cash and a debit or credit card. You will need to check with your financial institution to make sure you will be able to withdraw money from an American ATM. Do not bring foreign currency. It is not wise to carry around large amounts of cash.

BANK ACCOUNT

If you're staying longer than three months, you may wish to open a bank account. If possible, set up your account before you arrive as rules, regulations and policies between banks vary. You may be required to bring personal documentation with you; remember it may take a long time to set up the account, so make sure you still have access to money during this process.

CLOTHING

Most students dress casual for classes, but you should bring nice clothes for going out and active clothes for sports and outdoor activities. The climate is changeable and may be different from your own. The winter is wet and cool so make sure you bring a warm rainproof jacket. The summer is warm and pleasant; a light jacket will be enough.

ELECTRICAL CURRENT

Standard voltage in the US is 120 volts; remember to bring an adaptor with you or buy one when you arrive.

SCHOOL NOTIFICATIONS

We encourage you to follow the school's Instagram page @kaplanseattle before you arrive and especially during your stay. This will give you an idea of what is happening in the school and help you connect with staff and students. This is also where we will post notification of any unexpected school closures: it is important you check our Instagram page for any messages while you are attending the school, especially if there is severe weather in the area (e.g. snowstorm, flood, etc.). We also encourage you to obtain a U.S. cellphone number so you can be added to the Everbridge alert system in case of emergency. If the school cannot open or school opening will be delayed, we will post a message as soon as possible (the night before or in the morning) to advise you of this, along with information on how to get further updates and any alternate scheduling (if applicable). Make sure to follow Kaplan Seattle on Instagram: @kaplanseattle

CHECKLIST

Is everything ready for your first day at Kaplan? Below is a full list of all the items you'll need to bring with you to orientation. Feel free to print this page out and take it with you!

- ☐ Passport
- ☐ Acceptance letter and Kaplan documentation
- ☐ Visa and I-20 for F1 Students
- ☐ Minor form (for students under 18)
- ☐ Accommodation fact file (provided by your booking agent)
- ☐ Travel and medical insurance
- ☐ \$150 in cash and credit/debit cards, \$1,000 for cost of living x number of months studying in the U.S.
- ☐ Weather-appropriate clothing
- ☐ Adaptor for electrical appliances
- ☐ Deposit if you're staying in residential accommodation
- ☐ Prescription medication and medical records
- ☐ Emergency information
- ☐ Laptop/tablet
- ☐ Insurance for your personal belongings (recommended, but not mandatory)





WHEN YOU ARRIVE

Arriving at the airport in a foreign country can be overwhelming. To better prepare yourself, make sure that you have read the information below about your arrival and how to get to your accommodation. If you get lost or confused upon arrival, don't be afraid to ask the airport staff for help as they will be happy to give assistance.



KAPLAN TRANSFERS

Students should arrive at Seattle/Tacoma (Sea-Tac) International Airport. We request that you book your flights according to the starting date of your specific program. You must arrive on the Saturday or Sunday prior to your course start date. If you have booked a transfer service, a driver will be waiting for you between baggage claim 7 and 8 and will be holding a Kaplan sign. Please ensure you arrange and pay the transfer fee in advanced.

TRANSFER SERVICE EMERGENCY CONTACT DETAILS

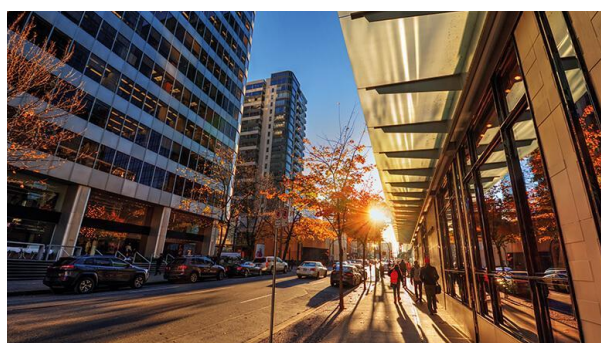
If you have any flight changes, miss a connecting flight or need help meeting the transfer service, you should call the following emergency number. Please be prepared to tell them your name, school name (Kaplan International) and location.

- Kaplan School Staff Emergency Contact Number: +1 (800)-678-8703

INDEPENDENT TRANSFERS

IF YOU CHOOSE NOT TO USE THE KAPLAN TRANSFER SERVICE

To get to KI Seattle, the easiest way is the LINK (light rail system). Board at the airport and ride to University Station. It is only a 36-minute ride. Walk three blocks southwest on University Street to the school! Alternately, you may ride the bus. Take the 560 bus north to Seattle and change to the 120 bus at 26th Avenue. You may also pay for a taxi.



FIRST DAY AT SCHOOL

Students should arrive at the school by using the elevator on Alaskan Way under the Kaplan International sign. Orientation starts every Monday at 09:00. This includes a placement test, orientation presentations on the city, school, and academic programs, and the distribution of class timetables. Classes start on Tuesdays. On their first day, students are expected to bring their passport, visa, I-20 (F1 Students) entry stamp, proof of medical insurance, a notebook, and a pen.



ABOUT THE SCHOOL

NUMBER OF BUILDINGS:	1
NUMBER OF FLOORS:	1
TOTAL NUMBER OF CLASSROOMS:	14
SCHOOL FACILITIES:	Elevator, air conditioning, heating, Wi-Fi, computer lab / multimedia center, library, vending machine, prayer room, student lounge / common room
WHEELCHAIR / DISABLED ACCESS:	Yes
EXTRA COST OF FACILITIES:	No
OTHER SERVICES PROVIDED:	Accommodation, Airport transfer, Virtual Internship, University Placement Service, Medical Insurance
EXTRA COST OF OTHER SERVICES:	See our price list
NUMBER OF COMPUTERS AVAILABLE:	20
LEVELS OF ENGLISH OFFERED:	All levels

CLASS TIMETABLE

MORNING

Class:	08:30 - 10:00
Break:	10:00 - 10:15
Class:	10:15 - 11:45

AFTERNOON

Class:	N/A
Break:	N/A
Class:	N/A

SPECIFIC SKILLS CLASSES TIMETABLE

MORNING CLASS

(MONDAY TO THURSDAY)

N/A

AFTERNOON CLASS

(MONDAY TO THURSDAY)

12:30 - 14:00



SCHOOL MATERIALS

MATERIALS PROVIDED FOR STUDENTS:

K+ Course Books, K+ Learning Clubs, K+ Learning Space, K+ Extra, Chromebooks, Interactive whiteboards

IS THERE A BOOK DEPOSIT?

No

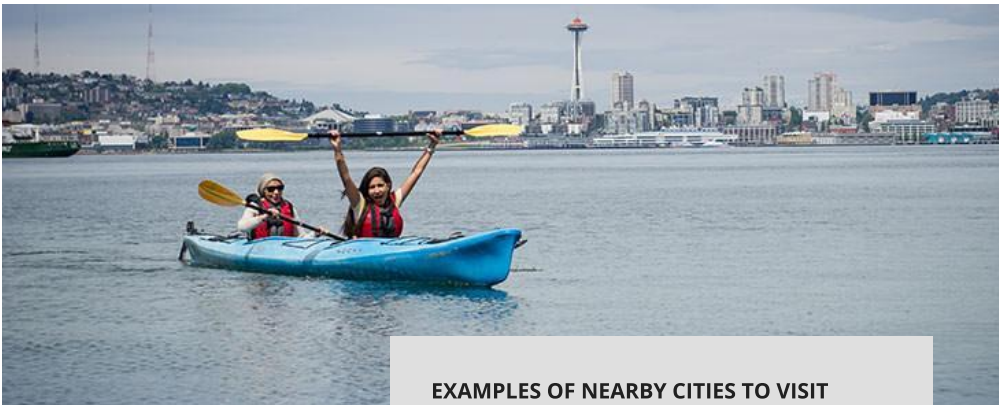
IS THERE A MATERIALS FEE?

No for Intensive English, Yes for TAE



LOCAL INFORMATION

NAME OF LOCATION:	Seattle Downtown
TOP 5 REASONS TO CHOOSE THIS CITY:	Surrounded by great universities, perfect outdoor lifestyle for nature-lovers, lively music and culture scene, plenty of delicious food and local produce, a major international business hub
FAMOUS LANDMARKS:	Space Needle, Seattle Great Wheel, Pike Place Market, Seattle Art Museum, CenturyLink Field
CITY PERSONALITY:	Academic, active, active nightlife, alternative, artistic, bike-friendly, coffee haven, creative, cultural, diverse, eco-friendly, galleries, hiking, music, natural landscape, picturesque, snowboarding or skiing, university town
WHAT MAKES THIS CITY UNIQUE?	Fastest growing urban center in the US, with a thriving tech scene
TRANSPORT WITHIN A 10-MINUTE WALK:	Light rail, tram, ferry, bus
CUISINES WITHIN A 20-MINUTE WALK:	American, British, Chinese, European, French, Greek, Indian, Italian, Japanese, Mexican, Middle Eastern, Seafood, Spanish, Thai, Turkish, Vegetarian
ALTERNATIVE THINGS TO DO:	Go camping for the weekend, spend a day skiing in the mountains, go for a hike in one of the many beautiful forests around the city



TYPICAL 2-WEEK SOCIAL SCHEDULE

DAY	FIRST WEEK	SECOND WEEK
MON	Welcome party	Arts and Crafts Activity
TUE	Sightseeing trip to Bainbridge Island	Walking tour of Pike Place
WED	Visit the Space Needle	Seattle Underground Tour
THU	Volunteer day	Happy hour
FRI	Mariners game	Visit Starbucks Roastery
SAT	Visit Snoqualmie Falls	Visit Alki Beach

REGULAR SOCIAL ACTIVITIES

Mariners Baseball Game	\$38
Volunteer to help feed the homeless	Free
Happy Hour at a local bar	\$10-\$20
Starbucks Roastery	\$5-10
Visit Alki Beach	Free
Lunch on Bainbridge Island	\$10-25
Snoqualmie Falls	\$10

Number of Social activities per week: 2-3

EXAMPLES OF NEARBY CITIES TO VISIT

PORTLAND
Travel time: 3 hours, price of return ticket: \$30
VANCOUVER
Travel time: 3 hours, price of return ticket: \$90

LIVING COSTS
(SAMPLE PRICES FOR ITEMS IN THIS CITY)
Bottle of water: \$2
Coffee: \$5
Can of coke: \$2
Meal out for two: \$40
Takeaway pizza: \$15
Sandwich: \$7
Local bus ticket: \$3
Local train ticket: \$50
Bike rental: \$10
Cinema ticket: \$15



ACCOMMODATION



Your new home is an important part of your study experience. Each school has specially chosen options to help make the most out of your stay. Homestay and student residences offer different accommodation experiences, but always meet the highest standards.

HOMESTAY

THINGS STUDENTS NEED TO BRING:

Toiletries, personal items to make their room feel like home, prescription medication, a small gift for the host family (not required)

SERVICES INCLUDED:

Bed linen, towels, laundry once a week (free of charge)

EXTRA COST OF SERVICES:

No

MEALS PROVIDED:

Yes (depending on booking type)

ABOUT HOMESTAY MEALS

BREAKFAST:

Breakfast is usually a light meal consisting of cereal, fruit, toast, juice, or coffee. Hosts will usually ask you to prepare your own breakfast.

LUNCH:

You will be responsible for buying your own lunch at school, from a local restaurant, or the local shops.

DINNER:

You will usually eat dinner with your host, or occasionally you may prepare your own meal with food supplied by your host.

RESIDENTIAL ACCOMMODATION

IF YOU HAVE BOOKED RESIDENTIAL ACCOMMODATION

Please refer to the Residence Fact File from your booking agent for more information, including check-in and check-out times and services available.



WILL THE HOMESTAY ARRANGE TO PICK UP THE STUDENT FROM THE AIRPORT?

No

TRANSPORT TO SCHOOL:

Your host will help you plan your way to and from school on your first day and explain how to use public transport.

WHERE ARE THE HOST FAMILIES LOCATED?

Northgate, Shoreline, South Seattle, Renton, West Seattle, Columbia City, University District, Capital Hill, and Seattle Metro

ADDITIONAL INFORMATION:

Homestays are 45–60 minutes of commute time to the school.



HEALTH AND SAFETY

MEDICAL INSURANCE

All students must have travel and medical insurance for the duration of their stay in the US. Kaplan offers you a low-cost Travel and Medical Insurance Plan that we advise you to take. If you are not taking Kaplan Insurance you are required to show proof of alternative medical insurance. If not taking Kaplan Insurance, please make sure your insurance includes evacuation and repatriation.

IF YOU GET SICK

If you get sick while in the US you should visit a doctor. You can ask the Kaplan staff or your host family where the nearest doctor is. If you have a minor illness you can ask staff at a local pharmacist for advice. Remember to bring any relevant insurance or medical documentation with you. You may be required to register with a doctor.

PROTECTING YOUR BELONGINGS

We strongly recommend you take out insurance for your personal belongings, especially cameras, music players, mobile phones and laptops. Personal items cannot be covered by Kaplan homestay or residence insurance.

PRESCRIPTION MEDICATION

Remember to bring enough of your prescribed medication with you as US pharmacists will not fill a foreign prescription. International customs agents may ask you questions about your medication upon your departure or arrival, so be sure to pack it carefully. Bring any important medical records (blood type, prescriptions, x-rays) that might be useful for medical care abroad as well as contact information for your health care providers at home.

EMERGENCY SERVICES

Call 911 in case of fire, medical emergency or if you need the police.

MEDICAL COSTS

Medical costs are at the discretion of your local doctor or hospital.

Minimum medical costs are as follows

- Consultation with a doctor: \$120
- Prescriptions at a chemist: \$25 per item
- Dental treatment: \$150
- Eye test or new glasses: \$150



LAWS

- No one under the age of 21 in the US may buy or consume tobacco or alcohol, including beer and wine. It is against the law to buy tobacco or alcohol for someone you know is under the age of 21.
- Driving under the influence of alcohol is a very serious crime and police make regular random checks.
- You will need international ID to enter bars, clubs or pubs (e.g. passport, ID card, driving licence).
- Buying, selling and using drugs is federally illegal. For more information on initiative 502 go to: <https://lcb.wa.gov/mj-education/know-the-law>

LOCAL CUSTOMS

- Women in the US are equal to men and should always be treated fairly.
- American people talk to strangers in public areas. This is a great way to practice English, but caution should be taken. You should not give out your address and telephone number, or accept inappropriate invitations.
- "Please" and "thank you" are very important words! Always use them if you ask someone to do something for you, or if they help you or give you information.
- The US is a culturally diverse nation where people of all ethnic backgrounds are treated equally.
- People in North America leave a tip for good service in restaurants, hair salons and other places. The tip rate at most restaurants is about 15–20% of the bill and is not usually included. Fast-food is not tipped unless it is delivered. Porters in stations, airports and hotels should be tipped approximately \$1 per bag. Taxi drivers are generally given a 15% tip.



KAPLAN INTERNATIONAL LANGUAGES RULES

- If you leave your Kaplan International Languages course, the government may revoke your student visa and advise you to return home.
- You must attend all classes. If you do not attend your classes your representative will be informed. If you do not then improve your attendance you will be sent home.
- Be on time for all your lessons.
- Always tell Kaplan International Languages if you are going to be absent from school for any reason and tell your host family if you are going away overnight.
- If you commit a criminal offence or have to be severely disciplined you will be sent home. We will also inform the immigration authorities.

US PUBLIC HOLIDAYS

New Year's Day (observed)	1-Jan-24
Martin Luther King Day	15-Jan-24
Memorial Day	27-May-24
Juneteenth	19-Jun-24
Independence Day	4-Jul-24
Labor Day	2-Sep-24
Thanksgiving	28-Nov-24
Day after Thanksgiving	29-Nov-24
Christmas Day	25-Dec-24
Day After Christmas Day	26-Dec-24

* The above dates are observed as holidays in the year. If you arrive on a week where the Monday is a holiday, your first day of school will be a Tuesday.

HOLIDAY POLICY

ACADEMIC YEAR & SEMESTER STUDENTS

There are preset holiday dates for all Academic Year and Semester students. These dates depend on your start date and cannot be changed. Please check with the school if you are not sure when these are.

SCHOOL CLOSURES

The school will be closed from 23 December 2024 to 29 December 2024 with an additional closure for New Years on January 1st